



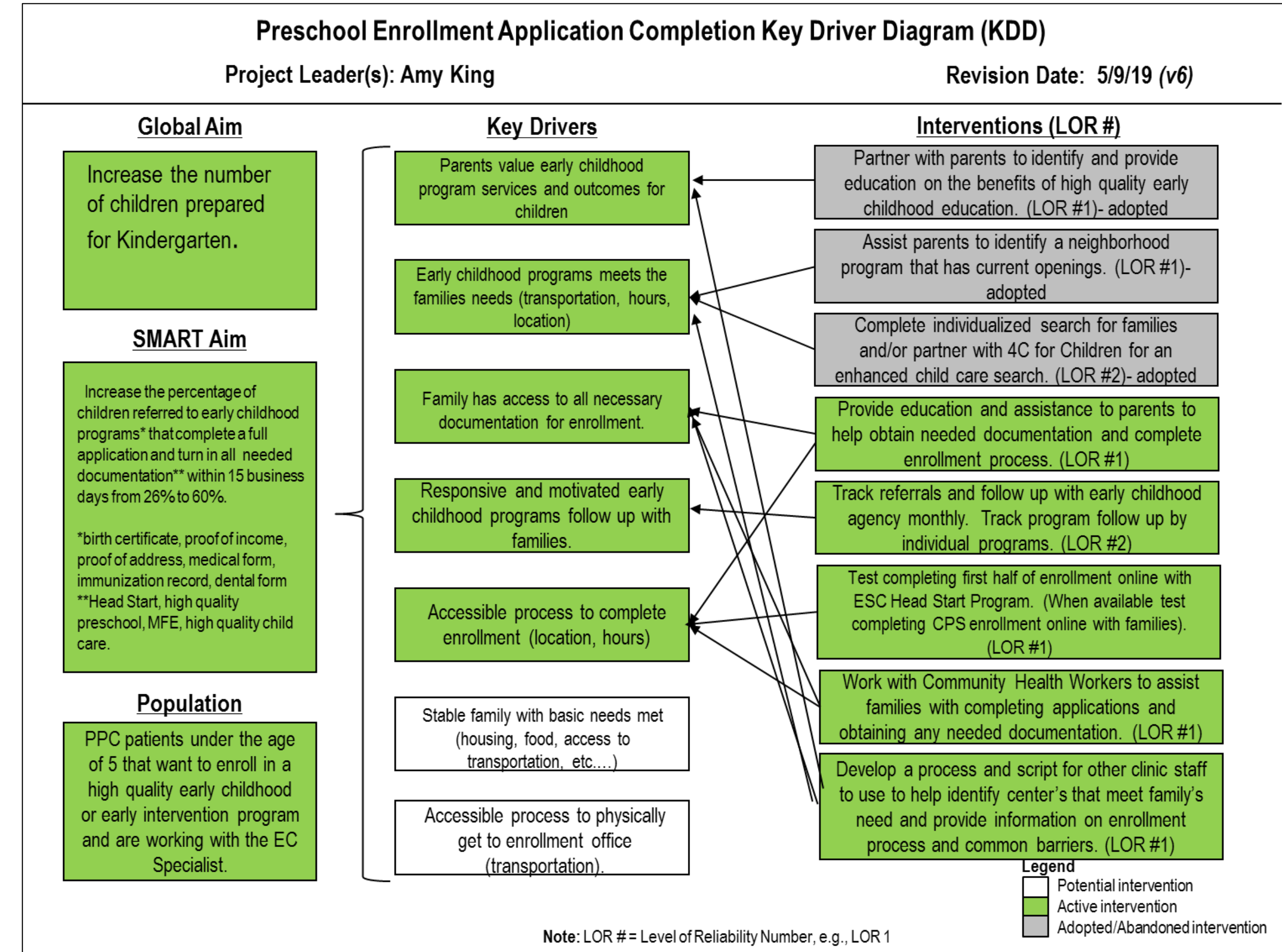
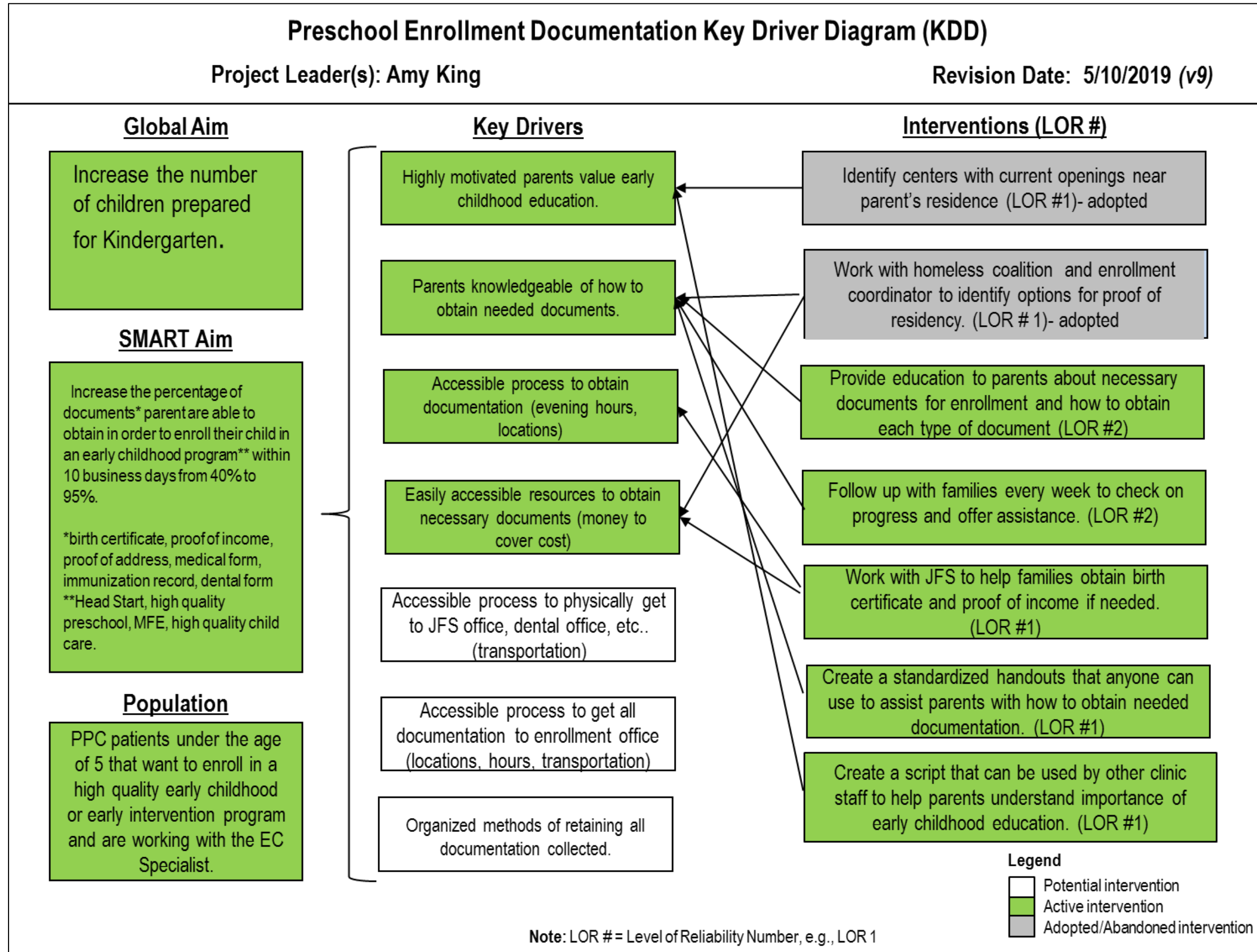
Preschool Enrollment

BACKGROUND

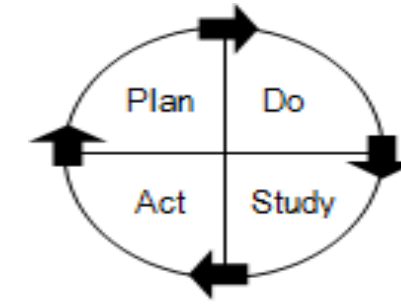


It is difficult for parents of low income families to enroll their children in preschool. For some programs, they have to provide more than 6 different documents to enroll including birth certificate, proof of address, proof of income, medical form, immunization record, dental form, health insurance card, and parent identification.

THEORY



LEARNING CYCLES



PDSA Ramp Name: Standardizing Process

| | | Test Cycle 1 | Test Cycle 2 | Test Cycle 3 | Test Cycle 4 |
|--------------|--|--|--|--|--|
| PLAN | Test Description: | Train staff in another deptt to assist with basic preschool enrollment with families. | Create a map of all Cincinnati "funded" preschool programs and have staff member use this when assisting families. | Add to map, links for pre-enrollment and direct links to programs website and enrollment instructions. | Test using map and enrollment information at clinic that values early childhood. |
| | Objective: | To test and see whether brief training would help another staff member navigate preschool options with a family. | To test whether having a map of programs would help identify best program to fit families needs. | To test and see whether a family could use the map software to enter their own address and find a program. | To test and see if clinic staff can use map to assist families with enrollment. |
| | Prediction: | Staff member could give family's who needed minimal assistance help with enrollment. | The staff member could tell the family what options are close to their home. | Families can see programs close to their home but may have questions about them. | Provider can assist in the first step and refer families that need more assistance. |
| | How will success of the test be measured? | Qualitative data to see if staff member felt knowledgeable. Quantitative data to see if family needs more assistance | Qualitative- if staff member felt she was able to provide reliable info. Quantitate data to see if family needs more assistance. | If families are able to locate a close program that meets their needs and understands enrollment directions. | If clinic staff are able to help families successfully locate a program and give enrollment directions. Only "needy" cases referred. |
| | Plan details: | Outreach to 3 families to discuss preschool enrollment | Outreach to 5 families to discuss preschool enrollment | Test with a small number of families in clinic then discuss. | Test at Hopple clinic one day per week. |
| DO | Was the test carried out as planned? Yes/No | Yes | Yes | Not carried out yet- currently finalizing map | Not yet- finalizing map and spending time to "get to know" clinic first. |
| | Test Results (data & observations): | 2 out of the 3 families needed further assistance from the EC Specialist to find program that meets their needs. | Able to identify close programs but then had to navigate enrollment information for each program. | | |
| STUDY | Did results match prediction? Yes/No | No. More families needed further assistance than we originally predicted. | Yes but need to add more detail to map to include enrollment information. | | |
| | Learning: | Would be helpful to have a map with all programs that you could put in family's address. | Add additional enrollment information for staff to refer to. | | |
| ACT | Adapt, Adopt or Abandon: | Adapt | Adapt | | |

MOST PROUD & WHY

- Created new partnerships to assist families in obtaining documentation.
- Created standardized resources on document collection that be used with any family in the area.

GREATEST CHALLENGE

- Even when parent's obtain all the needed documentation, some families still run into many barriers to enrollment including transportation to local enrollment office, hours of local enrollment office, and competing priorities due to basic needs not being met at home.



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